

# TEEN DRIVING SURVIVAL KIT

FOR SCHOOLS



**DON'T DRIVE  
STUPID**



## TABLE OF CONTENTS

Introduction .....	1
Sample Safety Activities .....	2
Sample Traffic Safety Messages .....	8
Sample School Policies .....	11
Driver Licensing in Utah .....	13
Driver Education - The Next Step .....	15
Resources .....	18



## INTRODUCTION

*Welcome to the Teen Driving Survival Kit. This tool kit is designed to provide you with the information and tools you need to conduct interventions in your schools and communities.*

*Automobile deaths are the leading cause of death for teenagers in Utah. On the basis of miles driven, teenagers are involved in three times as many fatal crashes as all other drivers. The good news is that nearly all of the injuries and deaths caused by traffic crashes are preventable.*

*This kit contains facts and activities, put together with you in mind, and includes a list of references for important additional information on teen driving safety. Use the samples as they appear or change the materials to fit your needs.*

*The tool kit was put together by Utah's Teen Driving Task Force, which brings together driver license officials, emergency responders, hospitals, law enforcement, public health, public safety, school officials, state legislators, and transportation officials.*

*Thank you for your interest and help in getting the word out. In order to effect change, we must first recognize the problem and then take action. It is only when people fully realize the dangers on the road and implement interventions that this problem will be reduced.*

*Good luck in your efforts to prevent the leading cause of death for teenagers—motor vehicle crashes.*

For more information, please visit **[www.dontdrivestupid.com](http://www.dontdrivestupid.com)**.

For the most recent crash data, go to: **<http://health.utah.gov/vipp/motorVehicleSafety/Teen%20Driving%20Safety.htm>**

## SAMPLE SAFETY ACTIVITIES ASSEMBLIES



### **Funeral Assembly**

Selected students and faculty will stage a mock funeral for a student who is going to graduate that year but was hypothetically killed in a car crash.

#### *Materials Needed:*

- A coffin. Call a local funeral home and request the use of a coffin for the activity.
- A podium.
- Teacher and student volunteers to give eulogies. (Make sure the focus is on a death that occurred because of a bad decision while driving, i.e., not wearing a seat belt. All participants should talk about the importance of wearing a seat belt in the eulogies.)
- Six student volunteers to act as pallbearers.

#### *Setting Needed:*

- The best setting is a school-wide assembly.

### **Mock Crash Assembly**

Selected students and faculty will act out a mock crash scene that includes emergency medical response and the extrication of victims. Depending on the amount of time allotted for the activity, the school can also participate in a more elaborate mock crash. Details can be found at [www.every15minutes.org](http://www.every15minutes.org).

#### *Materials Needed:*

- A crashed car or two crashed cars. (Contact Zero Fatalities or call a local wrecking/towing company and ask them to donate cars for the cause.)
- Makeup and speakers.

#### *Setting Needed:*

- The best setting is a school-wide assembly in an outdoor stadium.

## CLASSROOM INSTRUCTION

### Driving Safety Units in Physics and Health Classes

Physics teachers can introduce students to the physics of car crashes. Students can gain new perspectives on the importance of seat belt use and vehicle speed and size. Health teachers can emphasize decision making skills and health impacts of traffic crashes.

#### *Materials Needed:*

- Lesson plans. MetLife offers a free physics teachers guide, "Understanding Car Crashes: It's Basic Physics!" [www.metlife.com](http://www.metlife.com).

#### *Setting Needed:*

- Physics and health classes.



## CONTESTS

### Battle of the Belts Contest

Two or more schools have a contest to see which can improve its student seat belt use rate the most. Seat belt observation surveys are conducted before the contest. Then each school conducts a seat belt use campaign. After the campaign, a follow-up survey is conducted to determine the winning school. Awards can be presented to the school with the highest seat belt use rate and for the school with the most improved rate of seat belt use.

#### *Materials Needed:*

- Seat belt observation forms, seat belt educational materials, awards.

#### *Setting Needed:*

- At least two schools willing to participate.

### Essay Contest

English teachers will describe the contest. Students who want to participate will write essays on the importance of seat belts or other safe driving behaviors. The best essay writer will receive a prize.

#### *Materials Needed:*

- English teachers, students, judges.

#### *Setting Needed:*

- English teachers to promote the contest during a specified time of the school year.





## DISPLAYS

### Crashed Car Display

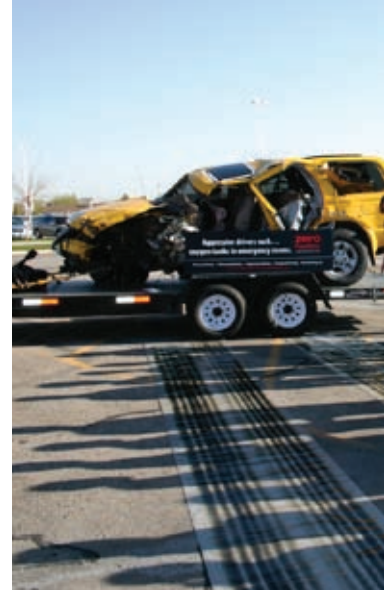
Place a crashed car in a frequented location outside the school and hang a sign with a safety message. Schools may contact Zero Fatalities, at [contact@ZeroFatalities.com](mailto:contact@ZeroFatalities.com), to have them deliver the crashed car to be placed in a frequented location outside the school at no cost.

#### *Materials Needed:*

- A crashed car. (Contact Zero Fatalities or call a local wrecking/towing company and ask them to donate a car for the cause.)
- Poster board.
- Caution tape.

#### *Setting Needed:*

- The best place to park the crashed car is out in front of the school where students and parents will see it on their way to and from school.



### Headstone Display

Set up the Zero Fatalities headstone display in a prominent area on the school campus. The headstones represent each roadway fatality in Utah over the past year. For information about how to get the Headstone Display set up at your school or event at no charge, contact Zero Fatalities at [contact@ZeroFatalities.com](mailto:contact@ZeroFatalities.com).



### Zero Fatalities and Don't Drive Stupid Displays

Posters, banners or booths may be set up around the school to encourage students to think twice before "driving stupid."

### Skeleton Display

The skeleton is displayed with a poster with a safety message to remind students that now is not the time to mess up their future by making the wrong decision while driving. The same display can be used on multiple occasions throughout the year. (Use swimsuits for Spring Break, prom dress and tux for prom, and cap and gown for graduation.)

#### *Materials Needed:*

- Skeleton, poster board, markers, tape or rope, clothing.

#### *Setting Needed:*

- Set up the display in an area of the school that most students pass through.



## PARKING LOT ACTIVITIES

### Buckle Up Stencils

Stencils will be painted on the exits of the parking lot to remind people to wear their seat belts. Stencils and materials are available from your local health department.

#### *Materials Needed:*

- Buckle Up stencil, white paint, student volunteers.

#### *Setting Needed:*

- Exit locations in school parking lot.

### Buckle Up Exit/Entrance Signs

Place or update “Buckle Up” signs, with the Zero Fatalities message, at the parking lot exits or entrances by contacting the Utah Highway Safety Office at [www.highwaysafety.utah.gov](http://www.highwaysafety.utah.gov) or call (801) 957-8570.

### Seat Belt Checks

Youth-initiated seat belt checks at schools. School groups issue mock tickets to those who are caught wearing their seat belt and to those who are caught not wearing their seat belt. Those wearing their seat belt could receive a small prize and a chance to win bigger prizes. Those who are caught not wearing their seat belt receive a warning and are reminded that the ticket they received could have been a real one.

#### *Materials Needed:*

- Mock tickets and prizes.

#### *Setting Needed:*

- School parking lot.

### Seat Belt Convincer

During lunchtime, a Highway Patrol Trooper will let kids ride the convincer, which simulates a crash at 5 mph. One of the convincers uses gravity to pull the carriage to a stop, while a newer model convincer uses cabs with drive trains that allow the carriages to collide with each other. Students will sign pledges saying they rode the convincer and pledge to wear their seat belts. Pledges can be used as entries for a prize drawing.



**Materials Needed:**

- Convincer (Contact the Utah Highway Patrol Public Information and Education program at 801-957-8590 to schedule the convincer.) pledges, pens.

**Setting Needed:**

- The side-by-side convincer needs a location outside the school where a brick wall can be used to put the convincer against. Otherwise, choose a prominent location outside the school for the newer convincer.

**Teen Rally**

Work with partners to sponsor several stations at the rally, with each station focusing on a different element of traffic safety. Participants can be divided into teams to visit each of the stations.

Stations could include:

- 1) Impaired driving activity: students wearing Fatal Vision goggles try to maneuver a shopping cart through an obstacle course;
- 2) Driving skills: students practice such skills as turns, braking, backing, and reversing on an obstacle course;
- 3) Basic motor vehicle maintenance: students can be taught about safety, lights, fluid checks, changing a tire, etc.;
- 4) Mock crash: students view a mock crash that includes emergency medical response.

**Materials Needed:**

- Depends on the stations. Most materials could be supplied by partners (businesses, local companies, police and fire departments, etc.).

**Setting Needed:**

- Can be held after school, before a sporting event, or on a Saturday.

## SCHOOL-WIDE ACTIVITIES

**Ghost Out Day, also known as Death Day**

During the morning announcements, state that every 12 minutes a student will “die.” This is how often there is a traffic death in the U.S. Every 12 minutes, a person designated as the Grim Reaper goes into a classroom and taps a student on the shoulder and makes him or her a “ghost.” Tapped students briefly leave the room and are dressed/decorated so that they





can be identified as victims of a traffic crash. The students return to class and behave well, but the teacher and students will treat them as if they aren't there. At the end of the day, the Grim Reaper leads a parade of "ghosts" to a school-wide assembly or around the school.

***Materials Needed:***

- Posters and clothing/makeup for ghosts.

***Setting Needed:***

- Morning announcements, cooperation of teachers throughout school day.

**Newspaper Article**

Student(s) will write an article containing seat belt information, facts, crash statistics, etc. Article will be printed in the school paper.

***Materials Needed:***

- Journalism student and seat belt information.

***Setting Needed:***

- Journalism teacher to allow one or more students to write an article for the school newspaper.

**Pledges**

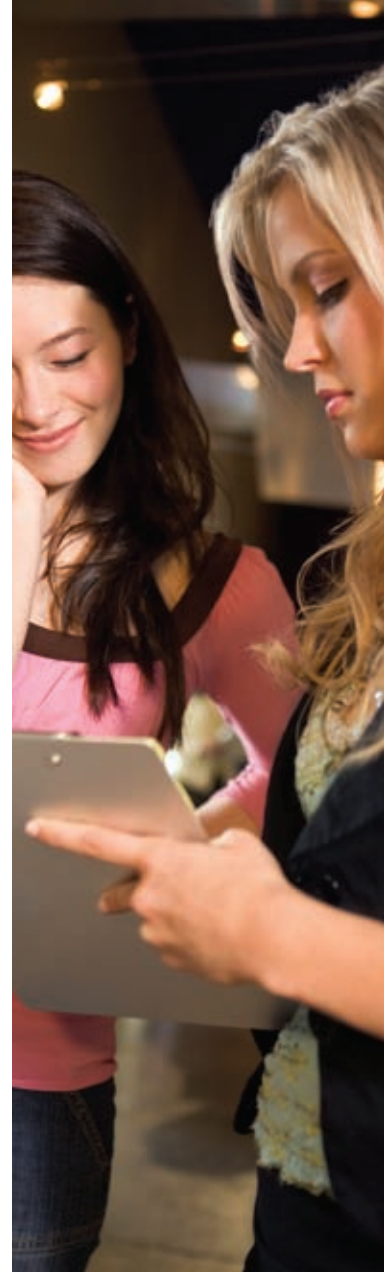
Students will sign pieces of paper with a printed pledge. Pledges will be taped up for everyone to see. Pledges can be taped individually or in a chain. For a chain pledge, students will sign the pledges that will make up a chain. The chain will be displayed around a poster that says something about "keeping our future together by pledging to BUCKLE UP!" Pledges can also be used as entries for a prize drawing.

***Materials Needed:***

- Pledges, pens, table, tape or stapler, poster.

***Setting Needed:***

- Location to set up table where students will come sign their pledges (i.e., outside the lunchroom or in a commons area).
- Location to hang the pledges.



### Signs and Posters In Schools

Signs and posters with traffic safety messages can be displayed throughout the school. School-wide competitions or art classes can be used to create posters.

#### *Materials Needed:*

- Posters, art supplies, awards for winners.

#### *Setting Needed:*

- School classrooms and hallways.

### Video Announcements

Show various clips of crashes and seat belt ads throughout the school year reminding students to buckle up and drive safely. For radio ads, Zero Fatalities television commercials, and other media spots, schools may contact Zero Fatalities at [contact@ZeroFatalities.com](mailto:contact@ZeroFatalities.com).

#### *Materials Needed:*

- DVD of various traffic safety commercials.

#### *Setting Needed:*

- Use school televised broadcasting system and select a time when video announcements are shown throughout the school (i.e., before or after Channel One).

*More details, resources, and activities can be found at [www.DontDriveStupid.com](http://www.DontDriveStupid.com).*

## SAMPLE TRAFFIC / SAFETY MESSAGES



Listed below are some sample messages that can be used in your traffic safety campaign. Feel free to use any of the listed messages or create your own.

## ALCOHOL

You drink, you drive, you lose.

Make this holiday season (or graduation or spring break) happier for those who love you. Don't drink and drive.

Every day, 45 people die on America's roads because of impaired drivers. Next time it could be you or someone you love. Don't drink and drive.

The image of drinking is parties, good times, and being cool. But, the reality is car crashes, missed classes, broken promises, and gripping addiction. Know the facts, they're sobering.

High school seniors! Don't be a graduation statistic! Be a survivor! Don't drink or ride with someone who has been drinking.

## DISTRACTED DRIVING

Your car is the world's riskiest restaurant. Don't eat while driving.

Talking on your cell phone while driving is the world's most dangerous phone booth.

Hey, big shot, get off the phone and drive. Distracted driving kills.

Hey, princess, stop putting on lipstick while driving. Distracted driving kills.

She would never drive drunk, yet she's more dangerous than a drunk driver. Driving while talking on the phone kills.

Smart drivers just drive. Avoid these common distractions among young drivers: eating, reading, drinking, changing a CD, talking on the phone, texting, applying makeup, yelling out the window, and reaching into the backseat while driving.



## GENERAL TRAFFIC SAFETY

Traffic crashes are the leading cause of death for teens.

Don't Drive Stupid.

Be Smart. Be Safe.

Just because you're surrounded by two tons of metal doesn't mean you're crash-proof.

Don't make the expression "dying to get home" a reality.

## SEAT BELTS

Seat belts reduce the risk of injuries and death by 50%.

Buckle up every time, every trip, every seat.

Click It or Ticket.

Friends don't let friends drive stupid. Put on your seat belts.

A careless act can lead to an expensive lesson.  
Avoid a fine-wear your seat belt.

You are finally on your way to prom. You've found the perfect outfit and want to show up looking great. So, you decide not to buckle up. But, what about not showing up at all? Riding unbuckled could mess up more than just your clothes. It could mess up your future. Get you and your friends there safely. Enjoy the prom. Buckle up.

"If you love someone, buckle up" (Valentine's Day candy hearts distributed).

"I'm not a Dum-Dum, I wear my seat belt!" (Can be distributed with Dum-Dum lollipops).



## SPEEDING

There is no excuse for speeding.

We'd rather you be late for school (or work or home or the game) than early for your own funeral.

Here's a safety tip that we can all live to practice: obey the speed limit! Speeding is a main factor contributing to traffic injuries and deaths.

Slow down or pay up. Speeding is a factor in one-third of fatal traffic crashes.

Hey, lead foot, this isn't the Indy 500. Speeding kills.

## SAMPLE SCHOOL POLICIES

Policies have been shown to be one of the most effective ways to increase desired behavior. Schools can implement policies making parking privileges contingent on student seat belt use, maintaining a clean driving record, and/or attending a safe driving presentation.

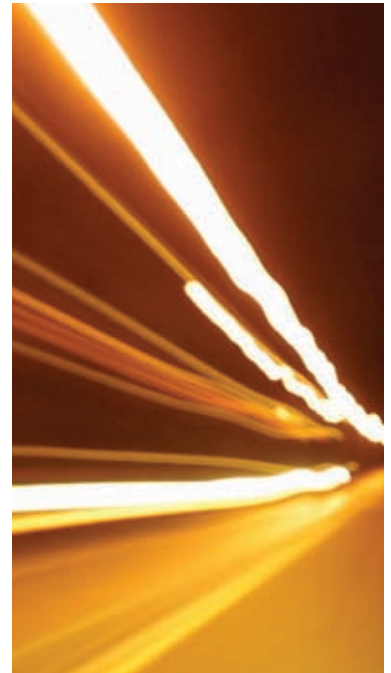
## SAMPLE SCHOOL SEAT BELT POLICY

Students who are driving or riding as a passenger in a vehicle with a parking permit must wear a seat belt when arriving at or leaving school and while on school property.

Students who violate this policy will face the following penalties:

- First Offense: Written warning documented and letter sent to student's home.
- Second Offense: Second letter sent home with reminder of consequences of further violations.
- Third Offense: Two-week suspension of parking privileges.
- Fourth Offense: Municipal traffic ticket issued and loss of parking privileges for remainder of semester.

An awards system will be established for students who consistently buckle up.





### Sample Letter to Parents/Students

To the parents/guardians of XXX;

*Recently, your child, XXX, was seen driving on school property without wearing his/her seat belt. We at XXX High School are concerned about the safety of all students and encourage students to wear seat belts as a matter of personal habit and it's the law. To reinforce our concern about personal safety, we have incorporated a seat belt policy that will impact XXX's parking privileges.*

*Earlier this school year you received a warning letter explaining our policy about wearing seat belts, and we are now informing you that XXX has lost his/her parking privileges for the next two weeks, XXX-XXX. Should XXX not wear his/her seat belt again, parking privileges will be revoked for the remainder of the year. During this period of suspended privileges, XXX shall not attempt to park in any parking spot on school grounds. Should XXX defy this suspension of privileges, XXX will be suspended from school for a period of three days, AND parking privileges will be automatically revoked for the remainder of the year.*

*If you have questions about this matter, please do not hesitate to call me at XXX.*

### SAMPLE SCHOOL SAFE DRIVING POLICY

Anyone wishing to obtain a XXX High School parking permit must comply with the following:

- Attend the safe driving presentation to be held on XXX or XXX.
- Obtain permission by registering the vehicle with the office. Display the parking permit provided.



- Abide by all driving and traffic regulations established under the Utah vehicle code.
- Obey all parking and traffic rules established by the school administration.
- No reckless driving, speeding, squealing tires, or loud music on school property. Speed limit on school grounds is 10 mph.
- No driving on school lawns or grassed areas.
- Vehicles are not to be overloaded with passengers. One passenger per seat belt.
- No riding in the back of a pickup truck.
- Park only in the areas designated (between the lines) for student parking.
- Arrive on time for the start of school (three tardies for class due to late arrival will result in suspension of parking privilege).
- Maintain an overall 2.5 GPA.

Disobeying these regulations may result in parking privileges being suspended or revoked and/or suspension from school.

## DRIVER LICENSING IN UTAH

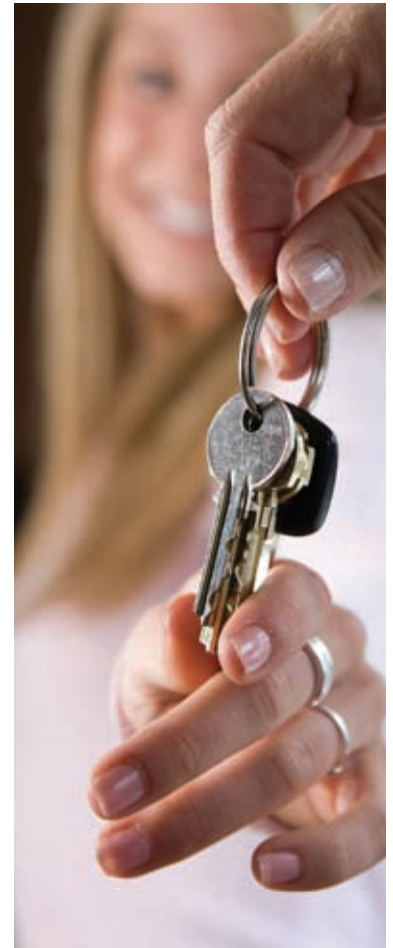
### LEARNER PERMIT

If a person is at least 15 years old, he or she may apply for a learner permit in Utah. An applicant younger than 18 years of age, with a learner permit, may operate a motor vehicle if an approved driving instructor, the applicant's parent or legal guardian, or the responsible adult who has signed for financial responsibility is occupying a seat beside the applicant. The learner permit must be in the applicant's immediate possession.

An applicant who is under 18 years of age is required to hold a learner permit for six months before applying for a provisional Class D license.

### DRIVER LICENSE

A person must be at least 16 years old to get a driver license. All individuals who have never been licensed to drive a motor vehicle must complete an approved driver education course before being licensed in Utah. Refer students to the Utah State Drivers License Division Web site to take online practice tests at [www.driverlicense.utah.gov](http://www.driverlicense.utah.gov).



### **Supervised Driving**

All individuals under 18 years of age applying for a driver license for the first time must complete 40 hours of driving a motor vehicle, of which at least ten hours must be during night hours. A parent or guardian (who signs the minor's application) must certify to the completion of this request. (Note: Siblings and friends cannot supervise, even if they are 21 years or older.)

**WHY?** PRACTICE and EXPERIENCE. This allows beginning drivers to practice driving under the supervision of a more experienced adult driver.

### **Assumption of Financial Responsibility**

Every person who is under 18 years of age must have the driver license application signed by a parent, legal guardian, or the responsible adult who is willing to assume responsibility for the minor may sign if no person has custody. The person who signs should realize that this signature is an assumption of legal responsibility for the applicant's driving. It may be withdrawn if the adult who signed is no longer willing to assume that responsibility. When the signature is withdrawn, the applicant's driving privilege is canceled.

## **GRADUATED DRIVER LICENSE**

Graduated Driver Licensing allows beginning drivers to build experience before they are exposed to more high-risk situations, such as carrying teen passengers and nighttime driving. Easing young drivers onto the roadways by controlling their exposure to progressively more difficult driving experiences can reduce the number of traffic crashes involving young drivers.

### **Night Restrictions**

A person younger than 17 years of age may not operate a motor vehicle upon any highway in Utah between the hours of 12:00 a.m. and 5:00 a.m. except in a limited number of situations.

**WHY?** Nationally, while only 15 percent of teen drivers' miles occur at night, 40 percent of their fatal crashes take place during this time. Mile for mile, 16- and 17-year-old drivers are about three times more likely to be involved in a fatal car crash at night than during the day.



### Passenger Restrictions

A 16- or 17-year-old driver may not operate a motor vehicle upon any highway in Utah with any passenger who is not an immediate family member of the driver until six months from the date the person's driver license was issued, with a few exceptions.

**WHY?** Research evidence indicates that teen drivers are more likely to crash with passengers in the car, especially teen passengers. The more passengers, the greater the risk. In 2005 in Utah, crashes where the teen-driven vehicle contained four or more occupants were five times more likely to be fatal than crashes involving teen-driven vehicles with fewer occupants.

*For more information, please visit: [www.driverlicense.utah.gov](http://www.driverlicense.utah.gov)*

## DRIVER EDUCATION - THE NEXT STEP

Driver education was developed to teach both driving skills and safe driving practices. Based on evaluations to date, driver education alone has not been shown to reduce crashes among beginning drivers. Should driver education be eliminated? NO. A good education course, emphasizing on-the-road driving, can teach basic vehicle control skills. Driver education can take the next step in helping reduce beginning driver crashes by implementing the following suggestions.

## WORKING WITH PARENTS

Parents play a key role in their teenagers' driving. Parents are often the ones who supervise beginning drivers, establish driving rules, pay for gas, and provide the car for their teenagers. Yet, many parents appear to be unaware of the greatest risks for their new drivers. Educating parents should be a prime concern among driver education instructors.

### Parent Meeting

The goal of the meeting should be to develop meaningful parent training and involvement. Parents are needed to support and reinforce driver education. Parents could use guidance and assistance in teaching and managing their teenage drivers. Some of the topics that could be covered are:





### 1 - Parent Authority

Parents have the authority to decide whether their minor child should obtain a learner permit and a license. The parent can revoke the privilege at any time.

### 2 - Supervised Driving

No amount of driver education will take the place of actual experience behind the wheel under controlled conditions. Learning to drive, just like any other skill, takes practice and time. Safety experts agree good basic driving skills require at least 100 hours of supervised instruction behind the wheel. That means gradually exposing teens to as many of the potential conditions they will face on the road as possible. Unfortunately, most parents do not know what to work on during practice driving sessions and they do not know how to be a copilot. Driver education instructors have this knowledge and can help parents help their teenagers become better drivers. Practice does make perfect, but only if practicing the right things.

### 3 - Graduated Driver License (GDL)

Graduated driver licensing programs have been shown to reduce young driver crashes. However, teens and parents both report that they do not understand what the law is and, more importantly, they do not understand why the restrictions are in place. GDL helps parents manage their teenage drivers until they attain the appropriate experience and maturity.

Parents are the main enforcers of GDL. Yet, many parents are unaware of the greatest risks for their new drivers. Studies have shown that when parents are educated about the contents of and reasons for GDL, it helps them focus on the most dangerous driving conditions for their teens. Driver education instructors can play a vital role in empowering parents and teens about GDL.





#### **4 - Parent/Teen Driver Contract**

This is a written contract, signed by parents and the teenager, which places limits on driving (such as at night, with teen passengers, and on high-speed roads) and focuses on the importance of safe driving habits. Contracts encourage parents and teens to talk about and develop some common driving rules.

### **TRAFFIC SAFETY ADVOCATE**

Driver education instructors should be one of the biggest traffic safety advocates in their school and community. Driver education instructors can take the lead in implementing many of the activities mentioned in this tool kit.

### **CONTINUED DRIVER ED**

To be more effective, driver education should be continued after new drivers are licensed. Drivers of all ages would benefit from continued driver education. One way to reach most school students is to require students who want a school parking permit to attend a safe driving presentation at the school.



## RESOURCES

### Utah Crash Statistics

Utah Highway Safety Office: [www.highwaysafety.utah.gov](http://www.highwaysafety.utah.gov)

Utah Department Of Health - Injury Prevention:  
[www.health.utah.gov/vipp](http://www.health.utah.gov/vipp)

### Traffic Safety Information

Zero Fatalities

PSAs, safety tips, and statistics. [www.zerofatalities.com](http://www.zerofatalities.com)

Don't Drive Stupid

Additional resources and sample activities to help you  
conduct traffic safety programs.  
[www.dontdrivestupid.com](http://www.dontdrivestupid.com)

Utah Highway Safety Office

Statistics, educational materials, and safety programs.  
[www.highwaysafety.utah.gov](http://www.highwaysafety.utah.gov)

Utah Safety Council

Alive at 25 - survival course for 15-24-year-olds.  
[www.utahsafetycouncil.org/driver\\_education/](http://www.utahsafetycouncil.org/driver_education/)

National Highway Traffic Safety Administration  
Statistics, research reports, resources, educational  
materials, and activities. [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov)

National Road Safety Foundation

Traffic safety programs, films, PSAs, and presentations.  
[www.nationalroadsafety.org](http://www.nationalroadsafety.org)

National Organizations for Youth Safety

Toolkit, PSAs, and activities. [www.noys.org](http://www.noys.org)

The USAA Educational Foundation

KEYS program, publications, video, and driving guide.  
[www.usaaedfoundation.org/auto/index.asp](http://www.usaaedfoundation.org/auto/index.asp)

### Utah Driver License Information

Online practice tests, Utah driver handbook, and drivers  
license information  
[www.driverlicense.utah.gov](http://www.driverlicense.utah.gov)

### Assistance With Programs in Your School/Community

#### Local Health Departments

Beaver, Garfield, Iron, Kane, Washington Counties  
Penny Cluff - 435-986-2564

Box Elder, Cache, Rich Counties  
Farrin Wiese - 435-792-6522

Carbon, Emery, Grand, San Juan Counties  
Georgina Nowak - 435-637-3671

Daggett, Duchesne, and Uintah Counties  
Jeramie Tubbs - 435-722-6306

Davis County  
Teresa Smith - 801-451-3586

Juab, Millard, Piute, Sanpete, Sevier, Wayne Counties  
Lisa Taylor - 435-896-5451x341

Morgan, Weber Counties  
Jann Fawcett - 801-399-7186

Salt Lake County  
Stacy Johnson - 801-313-6604

Summit County  
Geri Essen - 435-615-3912

Tooele County  
Daniel Davies - 435-843-2317

Utah County  
Andrea Miller - 801-851-7035

Wasatch County  
Amber Peterson - 435-657-3259

#### Utah Highway Patrol

Public Information and Education Officers  
801-957-8590

**Special Acknowledgment to Gary Mower with the Violence Injury Prevention Program,  
Utah Department of Health for the development of this guide.**